

TO: KAREN CONARD, CITY MANAGER
FROM: KELLI L. BARNABY, CITY CLERK
RE: ACTIONS TAKEN AT THE PORTSMOUTH CITY COUNCIL MEETING HELD IN THE EILEEN DONDERO FOLEY COUNCIL CHAMBERS ON MONDAY, JANUARY 24, 2022
PRESENT: MAYOR McEACHERN, ASSISTANT MAYOR KELLEY, COUNCILORS TABOR, DENTON, MOREAU, BAGLEY, LOMBARDI, BLALOCK AND COOK

1. Public Comment Session – There was one speaker: Sean Maloney (Mask Mandate).
2. First reading of Ordinance amending Chapter 3, Article XI, Section 3.1101 – 3.1104 – Face Coverings During the COVID-19 Pandemic – **On a unanimous roll call 9-0, voted to pass** first reading and schedule a public hearing and second reading at the February 7, 2022 City Council meeting.
3. Acceptance of Resignations:
 - Andrew Samonas from the Conservation Commission
 - Peter McDonnell from the Zoning Board of Adjustment
 - Chase Hagaman, Alternate from the Zoning Board of Adjustment

Voted to accept with regret the resignations of Andrew Samonas from the Conservation Commission, Peter McDonnell and Chase Hagaman from the Zoning Board of Adjustment and to send a letter thanking them for their service to the community.

4. Appointments to be Considered:
 - Jason Huett to the Cable Television and Communications Commission
 - Chris Benecick to the Cemetery Committee
 - Eva Boice to the Cemetery Committee
 - Deirdre (Dee) Forte to the Cemetery Committee
 - Michael Griffin to the Cemetery Committee
 - Donald Margeson to the Cemetery Committee
 - Sue Polidura to the Cemetery Committee
 - Kerry Rubinstein to the Cemetery Committee
 - Susan Sterry to the Cemetery Committee
 - Steven Detrolio to the Sustainable Practices Blue Ribbon Committee
 - Jay Lieberman to the Sustainable Practices Blue Ribbon Committee

The City Council considered the appointments listed above which will be acted upon at the February 7, 2022 City Council meeting.

5. Approval of City Council Rules and Orders – **Voted** to approve the City Council Rules and Orders as presented and refer to the Legal Department to draft a revised set of Rules and Orders incorporating modifications by the City Council to bring forward for a vote at the February 7, 2022 City Council meeting.
6. Ratification of City Council Policies – **Voted** to approve and ratify the City Council Policies as presented.

7. **Voted** to suspend the rules in order to take up Item XIII. C.1. – Religious Holiday Policy.

8. Religious Holiday Policy – **Voted** to adopt the Religious Holiday Policy.

Assistant Mayor Kelley requested that City Manager Conard and staff develop an intake form where residents could submit a holiday that could fall under this policy.

9. Ethics Committee Drawing by Lot – Councilor Moreau was selected by lot to the Ethics Committee.

10. Board and Commission Assignments for City Council – Mayor McEachern announced the City Council Board and Commission Assignments.

Audit Committee

Councilor John Tabor

Councilor Kate Cook

African Burying Ground Stewardship Blue Ribbon Committee

Assistant Mayor JoAnna “Jo” Kelley

Chamber of Commerce

Councilor Andrew Bagley

Economic Development Commission

Assistant Mayor JoAnna “Jo” Kelley

Councilor Vincent Lombardi

Fee Schedule Study Committee

Councilor John Tabor

Councilor Josh Denton

Historic District Commission

Councilor Rich Blalock

Legislative Subcommittee

Assistant Mayor JoAnna “Jo” Kelley

Councilor John Tabor

Councilor Kate Cook

Neighborhood Steering Committee

Councilor John Tabor

Parking and Traffic Safety Committee

Councilor Andrew Bagley

Pease Development Authority

Councilor Vincent Lombardi

Peirce Island Committee

Councilor Vincent Lombardi

Planning Board

Councilor Beth Moreau

Prescott Park Master Plan Implementation Committee

Assistant Mayor JoAnna “Jo” Kelley

Recreation Board

Councilor Rich Blalock

Rockingham Planning Commission

Councilor Beth Moreau

Sister City Blue Ribbon Committee

Assistant Mayor JoAnna “Jo” Kelley

Sustainable Practices Blue Ribbon Committee

Councilor Josh Denton

Councilor Kate Cook

Vaughan Mall Blue Ribbon Committee

Councilor Andrew Bagley

Veterans Organization

Councilor Josh Denton

Mayor’s Blue Ribbon Energy Advisory Committee

Councilor John Tabor

Councilor Kate Cook

Blue Ribbon Committee on Arts & Non-Profit

Councilor Kate Cook

Safe Water Advisory Group Committee

Councilor Rich Blalock

Councilor Vincent Lombardi

Public Access Financial Advisory Committee

Councilor Vincent Lombardi

Skateboard Park Blue Ribbon Committee

Councilor Rich Blalock

11. Ratification of Blue Ribbon Committees – Mayor McEachern stated that these committees will now be referred to as Blue Ribbon Committees and not Mayor’s Blue Ribbon Committees.

He announced the ratification of Blue Ribbon Committees:

- African Burying Ground Stewardship Blue Ribbon Committee
- Citywide Neighborhood Steering Blue Ribbon Committee
- Prescott Park Master Plan Implementation Committee
- Sister City Blue Ribbon Committee
- Sustainable Practices Blue Ribbon Committee
- Vaughan Mall Blue Ribbon Committee
- Blue Ribbon Energy Advisory Committee
- Blue Ribbon Committee on Arts & Non-Profit
- Safe Water Advisory Group Committee
- Skateboard Park Blue Ribbon Committee

12. Community Power Update and next steps (no action required) – Councilor Tabor informed the City Council that he would be bringing a motion forward regarding this matter at the February 22, 2022 City Council meeting.
13. **Voted** to suspend the rules in order to bring forward Item XIII. D.1. – Discussion of establishment of a Governance Committee.
14. Discussion of establishment of a Governance Committee – **Voted** to create a Governance Committee to be convened for the purpose of reviewing the City Charter, Council Ordinances, Council Rules, and Council Policies, which will be required to report back to the City Council on committee progress and any recommended alterations to those documents. In furtherance, the Governance Committee shall consist of three members of the City Council, appointed by the Mayor with approval of the City Council. As a priority, the Governance Committee shall review the Ethics Ordinance, Land Use Board Appointment Process, and City Committee Structure, and any other urgent governance matter that comes to the attention of the committee or is referred by the City Council to the committee.
15. Charter Amendments – **Voted** to instruct City Attorney Sullivan to draft a memorandum outlining the Charter Amendment process for review by the newly formed Governance Committee.
16. Approval of Grant for Police Department from US Department of Justice - \$418,549.00 – **Voted** to approve and accept the grant for the Police Department from the U.S. Department of Justice as presented.
17. Acceptance of Donations to the Police Department:
 - Donation of \$300.00 from the Seidl Family
 - Donation of \$10.00 Gift Card from the Rollins Family
 - Donation of various Gift Cards from anonymous citizens

Voted to approve and accept the donations for the Police Department as presented.
18. Acceptance of Donations to Portsmouth 400th:
 - Robert Barefield - \$1.00
 - Denise A. Poulos - \$1,000.00

Voted to approve and accept the donations as presented.

19. Acceptance of Donation to Fire Department from Paul Gormley and Kimi Iguchi - \$2,500.00 – **Voted** to approve and accept the donation for the Fire Department as presented.
 20. Ratification of Release of Trust Funds for Community Campus Acquisition – **On a unanimous roll call 9-0, voted** that the City Council action of December 20, 2021 authorizing the release of certain funds from the Peirce Estate Recreation and Environmental Trust and Daniel Street Trust is hereby ratified; and further move that the City Council specifically authorizes that the sum of \$627,496.53 be expended from the Peirce Estate Recreational and Environmental Trust pursuant to Article 3 of that Trust, and that the sum of \$25,542.95 be expended from the 135-143 Daniel Street Charitable Trust pursuant to Article 3 (B) of that Trust for the acquisition of certain real estate from the Foundation for Seacoast Health as approved by letter dated November 23, 2021 addressed to the City Attorney by Thomas Donovan, Director of Charitable Trusts, Office of the Attorney General.
 21. License Extension for 60 Penhallow Street – **Voted** the authorization to finalize and execute the temporary construction license for the term of February 1, 2022 to July 3, 2022 as proposed.
 22. Expansion of West End Economic Revitalization Zone – **Voted** to approve the proposed expansion of the West End ERZ and send a letter requesting the expansion to the NH Business and Economic Affairs Office.
 23. Approval of Proposed Redistricting Map – **Voted** to authorize the City Manager to submit the small adjustment to ward lines for Ward 2 and Ward 5 on behalf of the City Council to the Legislature requesting a session law change to act upon the reflected new boundaries.
 24. Consent Agenda – **Voted** to remove Item B from the Consent Agenda.
 - A. Letter from Rich Clyborne, Gundalow Company, requesting permission to hold the second Riverfest on Saturday, June 4, 2022 from 10:00 a.m. to 5:00 p.m. (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - B. Letter from Kathie Lynch, Portsmouth Little League, requesting approval of temporary Signs/Banners for 2022 Season (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - C. Letter from Emily Rivera, National Multiple Sclerosis, requesting permission to hold the annual Walk MS 2022 on Saturday, April 23, 2022 from 10:00 a.m. to 1:00 p.m. (**Anticipated action – move to refer to the City Manager with Authority to Act**)
 - D. Letter from Tamires Costa, Cystic Fibrosis Foundation, requesting permission to hold the CF Cycle for Life on Saturday, July 16, 2022 from 7:30 a.m. to 4:00 p.m. (**Anticipated action – move to refer to the City Manager with Authority to Act**)
- Voted** to adopt Consent Agenda Items A, C and D as presented.
25. Letter from Kathie Lynch, Portsmouth Little League, requesting approval of temporary Signs/Banners for 2022 Season – **Voted** to refer to the City Manager with Authority to Act. Councilor Denton recused from the vote due to a conflict of interest as he serves as Commander of the VFW Post 168 who sponsors a Little League Team. Councilor Blalock abstained from the vote as he serves as a Little League coach.

26. Email Correspondence – **Voted** to accept and place on file.
27. Letter from Shawn Menard, Seacoast Eat Local regarding new management of Portsmouth Farmers' Market – **Voted** to refer to the Legal Department for report back.
28. Citywide Neighborhood Committee Biennial Report to the City Council – *Informational Only* – No action required.
29. Adjournment – At 8:45 p.m., **voted** to adjourn.

Respectfully submitted by:

Kelli L. Barnaby, MMC/CNHMC
City Clerk